



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
MILITARY TRAFFIC MANAGEMENT COMMAND
PERSONAL PROPERTY OFFICE EUROPE
GEB 2304, PATCH BARRACKS
70569 STUTTGART-VAIHINGEN

March 12, 2003

Personal Property Office

Participating Intratheater Household Goods Carriers

Dear Sir/Madam:

The purpose of this letter is to inform you that Amendment 1 to the MTMC Intratheater Household Goods (HHG) Traffic Management Program Tender of Service (TOS) 3 is published effective April 1, 2003, to provide administrative changes identified below. Rates in effect on April 1, 2003, and the entire TOS are available on the Headquarters Military Traffic Management Command website.

An overview of the administrative changes included in Amendment 1 follows:

a. Section 3 - Submission of Offers and Rate Tenders - Page 11, Paragraph 3-5.A.(5).(a).(I), the phrase, "unless otherwise stated", is added. Rates are based on gross weight in Appendices F – H as indicated below.

b. Section 7 - Payment of Charges – Page 16, Paragraph 7 – 1 C, deleted the last sentence beginning with the word "Except". All required services are provided for in the tender, and/or International Personal Property Rate Solicitation.

c. Section 10 - Carrier Liability - Page 27, Paragraph 10-2 D, deleted the third sentence beginning with the phrase, "For uniformed service members". The sentence had no relationship with inconvenience claims.

d. Section 11 - Weight of Shipments – Page 29, revised sub-paragraph B (Determining Net Weight), to describe how net weight is determined for shipments transported in closed motor vehicles and exchangeable containers. Added sentence stating how net weight is determined for shipments transported in household goods containers/lift vans.

e. Section 11 – Weight of Shipments - Page 29, inserted new sub-paragraph C, Gross Weight, to clarify that rates in Appendices E, F, and H, identified as "cwt" are payable based on gross weight. The remaining three sub-paragraphs are re-lettered D, E, and F.

If you have any questions concerning these changes, please contact Mr. Howard, phone (49) 711-680-5313, Fax (49) 711-680-5203, or Mr. Reed, extension 4125, or via email at PPD@eucom.mil.

Sincerely,

//signed//

Judy L. Ouzts

Director

Personal Property Office-Europe

Enclosure

**MTMC Intratheater
Household Goods
Traffic Management Program**
CANCELS AND SUPERCEDES TENDER OF SERVICE 2, 1 APRIL 2002

TENDER OF SERVICE 3
EFFECTIVE 1 APRIL 2003
HEADQUARTERS, MILITARY TRAFFIC MANAGEMENT COMMAND
PERSONAL PROPERTY OFFICE - EUROPE
70569 STUTTGART-VAIHINGEN (GERMANY)

AMENDMENT 1 to TOS 3 (IT TOS Effective October 1, 2000)

(Amendment Effective April 1, 2003 thru March 31, 2004)

1. GENERAL: Amendment 1 to Tender of Service 3 incorporates administrative changes identified below. (Basic, 1 Oct 00).

2. Section 3 - Submission of Offers and Rate Tenders

Page 11 Paragraph (5) (a) (I) At end of sentence . ADD: " unless otherwise stated".

3. Section 7 - Payment of Charges

Page 16 paragraph 7 - 1 C. Deletes the last sentence beginning with the word "Except".

4. Section 10 - Carrier Liability

Page 27 paragraph 10 - 2 D. Deletes the third sentence beginning with the phrase "For uniformed service members".

5. Section 11 - 2 - Weight of Shipment

Page 29 Paragraph 11-2 B. For clarity, the paragraph is changed to read as follows: "In determining the net weight of household goods transported in carrier equipment such as exchangeable containers or closed motor vehicles, the tare weight will include all padding material, e.g., paper pads, cloth blankets, or any wrapping material used as a substitute for cloth blankets, and blocking and bracing material used for the carrier's convenience to protect and secure a shipment. The net weight of household goods (HHG) transported in HHG containers/lift vans will be the difference between the tare weight of the empty container and the gross weight of the packed container.

Page 29, Add new paragraph C as follows, which explains that "(cwt)" is gross weight: C. Gross Weight. Payment for shipments tendered under Appendix E (Movement of U.S. Government-Owned Furniture, Furnishings, Equipment and Miscellaneous Items)(GFE), Appendix F (Movement of DPM Personal Property Shipments) and Appendix H (Movement of DODDS Office Furniture, Equipment, i.e.), shall be based on gross weight (cwt).

Page 30, Re-letter paragraphs C through E, to read D through F.

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**Carrier Request
To
Participate
In the
Military Traffic Management Command (MTMC)
INTRATHEATER Household Goods Traffic Management Program**

This requests approval to participate in the MTMC Intratheater Household Goods Traffic Management Program. I agree to abide by the terms and conditions set forth in the MTMC Tender of Service (TOS), dated October 1, 2000, and supplements thereto.

I understand that participation in the MTMC Intratheater Household Goods Traffic Management Program is contingent upon our performance of service as stated in the MTMC TOS. I certify that the information presented herein is complete and correct to the best of my knowledge, understanding that willful submission of false information in my application or any document furnished pursuant to this TOS is punishable by fines, imprisonment, or both (U.S. Code, Title 18, Section 1001/U.S. Law). I further understand that my participation in the program may be terminated by MTMC upon MTMC's notice to me of such intent, based upon evidence of my non-compliance with the terms and conditions of the MTMC TOS.

I certify and acknowledge receipt of the TOS, dated October 1, 2000 and supplements thereto.

Company Name: _____

Signature: _____

Printed Name of Signing Official: _____

Title of Authorized Official: _____

Carrier Representative:

Name: _____
Title: _____
Address: _____
City/State: _____
Telephone Number: _____
Fax Number: _____
E-Mail Address: _____

SECTION 1 - GENERAL

1-1. APPLICATION OF THE TENDER OF SERVICE (TOS).

A. The terms and conditions of this TOS apply to carriers participating in the MTMC Intratheater Household Goods Traffic Management Program, and servicing household goods shipments routed pursuant to cost comparisons made by the responsible transportation office to determine the low cost carrier. The terms and conditions of this TOS also apply to carriers participating in the MTMC Intratheater Household Goods Traffic Management Program and servicing household good shipments routed pursuant to any contract awarded to a participating carrier or a broker by MTMC or a Federal civilian non-DoD agency.

B. The rules and associated charges and/or rates (converted to Euro currency) of the International Personal Property Rate Solicitation (IPPRS), and reissues thereof, are to be used where so referenced in this agreement. The charges in the IPPRS to apply are based on the actual date of shipment pickup. The IPPRS is published by HQMTMC and is located on the personal property website at www.mtmc.army.mil and is listed under the International Thru Government Bill of Lading Solicitation and associated changes.

1-2. SCOPE OF THE TOS

A. General. This TOS is for the transportation, accessorial services, and storage-in transit (SIT) of the personal effects and property of employees of the U.S. Government when relocating pursuant to the needs of the U.S. Government. Services to be furnished are pre-move surveys; packing at origin residence; the use of packing containers; materials including protective pads from origin to destination; loading; movement or transportation of property from origin to destination; unpacking at destination; removal and placement of each article in the residence, warehouse, or other building; servicing and un-servicing of appliances including when a third party is required to perform the service; and SIT and delivery to the residence.

B. Description of Movement. The property to be moved under the TOS consists of personal effects and property used or to be used in a dwelling when part of the equipment or supply of such dwelling and includes, but is not limited to, household furnishings, appliances, household and office furniture, clothing, books, electronic equipment, professional items, and privately owned vehicles.

C. Freight Excluded. Excluded from the scope of this TOS are shipments that can be more advantageously or economically moved via parcel post or small package carrier; shipments of unusual value, explosives and other dangerous articles, commodities in bulk, commodities injurious or contaminating to other freight; and shipments that the U.S. Government may elect to move in U.S. Government vehicles. Also excluded are airplanes, mobile homes, camper trailers, boats, birds, pets, livestock, cordwood, and other building material.

1-3. ACCEPTANCE OF THE TOS

The acceptance of the MTMC TOS is a prerequisite for a carrier wishing to be considered for participation in the MTMC Intratheater HHG Traffic Management Program. The acceptance of the TOS will be in accordance with Section 2.

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1-4. **REVISING TOS PROVISIONS AND METHOD OF CANCELLING ORIGINAL OR REVISED PAGES.** This TOS shall be revised by Headquarters, Military Traffic Management Command, Personal Property Office - Europe, Katzenbachstrasse, 70569 Stuttgart-Vaihingen, Germany, through either the issuance of page revisions to the original document or the re-issuance of the document on an "as needed" basis.

A. Page Revisions. This TOS shall be revised through issuing page revisions. When there are page revisions, cancellations of prior pages shall be effected by means of this rule. Pages will be inserted in the document in numerical sequence; for example: "FIRST REVISED PAGE 10" shall have the effect of canceling "ORIGINAL PAGE 10", "SECOND REVISED PAGE 10" shall have the effect of canceling "FIRST REVISED PAGE 10" **TEXT THAT IS CHANGED ON THE REVISED PAGES SHALL BE HIGHLIGHTED.**

B. Reissuing Document. A number shall identify reissues of this document in numerical sequence, before the word Edition"; for example, the first reissue of this TOS shall be designated as the Household Goods Tender of Service, October 1, 2000 Edition, the next shall be Household Goods Tender of Service 1, October 1, 2001 Edition, etc. Each reissue will cancel the previous issue. When this TOS is reissued **ONLY TEXT THAT HAS BEEN CHANGED FROM THE PREVIOUS ISSUE OF THE TOS SHALL BE HIGHLIGHTED.**

1.5. **OFFICIAL ENGLISH TEXT.** This IT TOS is prepared in the English Language and its English Text is the official version. All required documents and other pertinent information shall be in the English Language.

1.6. Statement of Common Financial or Administrative Control (CFAC), Blank Form is on page 4

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STATEMENT OF COMMON FINANCIAL OR ADMINISTRATIVE CONTROL

1. PARENT COMPANY IDENTIFYING DATA

a. A "parent" company, for the purpose of this certificate, is one that owns or controls the activities and basic business policies of the carrier. To own the carrier means that the parent company must own more than 50 percent of the voting rights in the carrier. A company may control the carrier as a parent even though not meeting the requirement for such ownership if the parent company is able to formulate, determine, or veto basic policy decisions of the carrier through the use of dominant majority voting rights, use of proxy voting, or otherwise.

b. I _____, representing _____, hereinafter referred to as *Carrier*, certify that carrier is / is not (delete as appropriate) owned or controlled by a parent company engaged directly or indirectly, in the movement of personal property for the Department of Defense.

c. If the carrier is owned or controlled by a parent company, the following information is provided:

Name of Parent Company: _____

Main Office: _____

Address (Including Zip Code): _____

2. AFFILIATED BIDDER

a. Business concerns are affiliates of each other when, either directly or indirectly, (1) one concern controls or has the power to control the other, or (2) a third party has the power to control both.

b. I, _____, representing _____, certify that carrier is / is not (delete as appropriate) affiliated with any other business, firm or corporation, engaged either directly or indirectly, in the movement of personal property goods for the Department of Defense.

c. If the carrier indicates that such relationship exist, names and addresses of all affiliates are indicated below:

Name of Affiliate: _____

Main Office: _____

Address (Including Zip Code): _____

d. Affiliate listings may be continued on plain bond paper and attached to this certificate.

3. NOTE: Carriers who declare common financial or administrative control cannot compete in the same rate channel in the same code of service in the Intra-Theater Program. Thus, tonnage in the same sub-program for the same rate channel will be awarded to one of the carriers who share CFAC.

DATE: _____ SIGNATURE: _____

SECTION 2 - PARTICIPATION

2-1. GENERAL

All carriers that meet the criteria set forth in the TOS will have an opportunity to participate in the MTMC Intratheater Household Goods Program.

2-2. APPROVAL TO PARTICIPATE

A. A carrier desiring to participate in the program may request approval to participate in any of the seven (7) subprograms during their filing period, except as provided for in paragraph 2-3 below. The filing of rate periods, however, is limited to the terms and conditions specified in Section 3. Request to participate must be sent to the following mailing address:

DEPARTMENT OF THE ARMY
Headquarters, Military Traffic Management Command
Regional Personal Property Office - Europe
Attn: Negotiations Branch
Geb 2304. Room 108, Patch Barracks
Katzenbachstrasse
70569 Stuttgart-Vaihingen (Germany)
E-Mail Address: PPD@EUCOM.MIL
FAX Number: (49)-(0)711-680-5203
Telephone: DSN 430-5313/Civ (49)-(0) 711-680-5313

B. Carrier applicants approved to participate shall be notified of such approval. A carrier applicant not approved shall be notified of its non-approval, the reasons therefore, and may submit additional or supplemental information for consideration to its initial application within one (1) year from the date of the non-approval. A carrier applicant failing to re-submit additional or supplemental information for consideration within one (1) year must wait until the anniversary date of its initial application to re-apply. A new application package must be requested.

2-3. REQUIREMENTS FOR APPROVAL

A. General. A carrier's request for approval must be submitted in writing. A carrier's willful submission of false information on any part of the application or on any document furnished pursuant to this Tender of Service is punishable by fines, imprisonment, or both (U.S. Code, Title 18, Section 1001/U.S. Law). The request for approval must include the following:

(1) TOS Certification Sheet. A signed copy of the TOS Certification Sheet (included in the TOS), entitled Carrier Request to Participate and Agreement to abide by the Terms and Conditions of the MTMC Intratheater Household Goods Traffic Management Program.

(2) Household Goods (HHG) Insurance Policy. A complete copy of the current HHG Insurance Policy, in English, not merely a certificate of insurance.

(3) Informational Statement. A statement setting forth the carrier's response to the information requirements detailed below.

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(4) Financial Responsibility. The applicant must demonstrate its financial responsibility, working capital, and other financial, technical, and management resources to perform.

(5) Authority. A carrier wishing to participate must hold all necessary authority (i.e. licenses, permits), issued in its name from the appropriate regulatory bodies for the transportation of personal property. Copies of each authority shall be included in the carrier's request for approval.

B. Submission Requirements. Documents submitted in accordance with paragraph 2-3A above shall meet the requirements or contain the information specified as follows:

(1) HHG Insurance. The carrier shall maintain HHG liability insurance. A minimum of EURO 150,000 as outlined in the DOD 4500.9-R, DTR, Part IV, Personal Property Appendix AZ. Carriers must maintain at least this minimum level of liability insurance for the entire rate filing cycle. Failure on the part of a carrier to maintain the minimum level of liability insurance is grounds for immediate disqualification.

(2) Required Information.

(a) Applicant Information. Information concerning the applicant, such as name of company, address, telephone and facsimile numbers, corporate officers, e-mail address, and Operating authorities.

(b) Scope of Operations. Information concerning the applicant's proposed and actual scope of hauling operations and international shipping capabilities.

(c) Operations. Information concerning warehouse facilities, equipment, employee training, number of employees, and safety.

(d) Warehouses/Agents. Carrier shall provide a list of all approved warehouses and authorized agents acting in the carrier's name with their locations, telephone and fax numbers, and electronic mail addresses (if applicable). Carriers shall provide a copy of authorized agents and their approved warehouses to each appropriate Consolidated Personal Property Shipping Office (CPPSO), Traffic Management Office (TMO), or Transportation Office (TO), in their scope of work. Local CPPSO/TMO/TO is responsible for warehouse inspections in their area of responsibility.

(e) Contracts/Agreements. A copy of all contracts/agreements with contractors/agents shall be provided.

C. Evaluation. A carrier's submission shall be evaluated in accordance with the following criteria.

(1) HHG Insurance. HHG liability must not contain any provision excluding liability for loss and/or damage for which the carrier is responsible under the terms of the agreement.

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(2) Informational Statement. The Negotiations Branch, PPD will evaluate the carrier's documentation on the basis of its adequacy, clearness, and responsiveness to the TOS.

(3) Financial Sheet. The Negotiations Branch, PPO-E will evaluate and is responsible for rendering an opinion determinative of a carrier's financial responsibility.

D. Deficient Applications. The Negotiations Branch, PPO-E reserves the right to request additional or supplemental information when that contained in the application is insufficient for a proper evaluation.

E. Approval. A carrier shall be approved when the evaluation results in a determination that the applicant possesses sufficient qualifications, experience, facilities, and financial responsibilities.

2-4. CONTINUED PARTICIPATION

A. General. Once a carrier has been approved to participate, continued participation depends upon the following:

(1) The carrier showing a willingness and ability to meet the transportation requirements of the U.S. Government and this TOS; and

(2) The carrier's maintenance of financial responsibility, working capital, and other financial, technical, and management resources to perform.

(3) Submission of a performance bond in the amount of 100,000 Euro or 2.5 percent of a carrier's annual gross income for the previous year derived from Intratheater Household Goods Traffic, whichever is more.

B. Submission of false information. Willful submission of false information on any document furnished by the carrier pursuant to this Tender of Service is punishable by fines, imprisonment, or both (U.S. Code Title 18, Section 1001/U.S. Law), and may be grounds for terminating the carrier's approval to participate in the MTMC Intratheater Household Goods Traffic Management Program.

C. Updating approval information. Whenever an approved carrier makes changes in its organization or operation to include changes in contracts with current carriers or contracts with new carriers, the carrier must advise the Negotiations Branch of PPO-E, in writing, of such changes.

SECTION 3 - SUBMISSION OF OFFERS AND RATE TENDERS

3-1. **GENERAL.** Subject to Paragraph 3-4 below, carriers approved to participate in the Intratheater household goods program may submit offers to provide the transportation services covered by this TOS.

3-2. **TIME OF FILING.** Offers may be filed only during the period designated in the filing instructions of the seven (7) different subprograms.

3-3. **CONTROL THROUGH STOCK OWNERSHIP**

A. A party is considered to control or have the power to control a concern, if the party controls or has the power to control fifty (50) percent or more of the concern's voting stock.

B. A party is considered to control or have the power to control a concern, even though the party owns, controls, or has the power to control less than fifty (50) percent of the concern's voting stock, if the block of stock the party owns, controls, or has the power to control is large, as compared with any other outstanding block of stock.

C. If a concern's voting stock is distributed other than as described above, its management (officers and directors) is deemed to be in control of such concern.

(1) Control through Common Management. A concern may be found as controlling or having the power to control another concern when one or more of the following circumstances are found to exist, and it is reasonable to conclude that under the circumstances, such concern is directing or influencing, or has the power to influence, the operation of such other concern.

(a) Interlocking Management. Officers, directors, employees, or principal stockholders of one concern serve as a working majority of the board of directors or officers of another concern.

(b) Common Facilities. One concern shares common office space and/or employees and/or facilities with another concern, particularly where such concerns are in the same or related industry or field of operation, or where such concerns were formerly affiliated.

(c) Newly Organized Concern. Former officers, directors, principal stockholders, and/or key employees of one concern organize a new concern in the same or a related industry or field operation, and serve as its officers, directors, principal stockholders, and/or key employees, and one concern is furnishing or will furnish the other concern with subcontracts, financial or technical assistance, and/or facilities, whether for a fee or otherwise.

(d) Statement of Common Financial or Administrative Control (CFAC) shall be completed by every carrier as appropriate. See Page 4 General Section for the required Form

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D. Carriers declaring common control through stock ownership will be treated in accordance with Item 300D of the IPPRS. Carriers under common control may be approved to participate in the MTMC Intratheater Household Goods Traffic Management Program, but not in the same subprogram. Carriers failing to disclose common control relationships may be disqualified from the program at the discretion of the Director of PPO-E.

3-4. **ACCEPTANCE/REJECTION OF OFFERS.** Offers submitted shall be accepted/rejected in accordance with such terms and conditions as the Negotiation Branch, PPO-E deems necessary to assure maintenance of service, fair and reasonable pricing, and free and open competition. Offers outside the carrier's approved scope of operations and unrealistic rate offers will be rejected.

3-5. **PROCEDURES FOR SUBMISSION OF OFFERS.** The following instructions apply to the filing of rates and charges for the transportation services covered by this TOS. Where indicated, special instructions applicable to a specific filing cycle shall be issued by the Negotiations Branch, PPO-E and be in addition to these instructions. The Negotiations Branch, PPO-E, may issue additional terms, conditions, and instructions not referenced herein.

A. The following terms and conditions applicable to all filing instructions.

(1)Geographic Coverage. The geographic coverage of this TOS is from/to points within all of Europe.

(2)Rate Tender Duration.

(a)Effective Period/Dates. Rates are solicited for a period of one (1) year. The Negotiations Branch, PPO-E shall provide special instructions for each of the specific subprograms.

(I) Containerized Household Goods (HHG) Tender. Movement of HHG in containers whereby the carrier provides complete through service from origin residence to destination residence. Effective dates of rates will be - annually. Appendix A)

(II) 50KMs or More Household Goods (HHG) Tender. Line haul movement of HHG in a closed motor vehicle from origin residence to destination residence. Effective dates of rates will be annually. (Appendix B)

(III) 50KMs or Less Household Goods (HHG) Tender. Line haul movement of HHG in a closed motor vehicle from origin residence and HHG goes directly into destination residence. Effective dates of rates will be annually. (Appendix C)

(IV) Special Tender. The tender and effective dates are based upon unusual movement requirements and/or urgency of request. Duration is minimum of 30 days, but not to exceed six (6) months. Short submission time constraints require the use of electronic mail (e-mail) transmissions only.

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(V) One-Time-Only (OTO) Tender (Intratheater). The tender and effective dates are based upon unusual movement requirements and/or urgency of request on an OTO basis. Duration shall not exceed 30 days. Short submission time constraints require carriers to respond by the use of electronic mail (e-mail) transmissions only.

(VI) Movement of Privately Owned Vehicles (POVs) Tender. Effective dates of rates will be annually. (Appendix D).

(VII) Movement of U.S. Government-Owned Furniture, Furnishings, Equipment and Miscellaneous Items (GFE). Line haul movement of GFE or movement within installations located various States in Germany, i.e., Bad Wuerttemberg, Bayern, and Hessen, etc. Effective date of rates will be annually. (Appendix E).

(VIII) Movement of Direct Procurement Method (DPM) Personal Property Shipments to, from., and within locations in BENELUX (Belgium, The Netherlands and Luxembourg), Germany, Italy and All Other Countries in the MTMC/EUCOM AOR (Appendix G). Line haul movement of DPM personal property shipments in a closed motor vehicles from origin to destination. Effective dates of rates will be annually. (Appendix F).

(IX) Movement services, packing/unpacking, packing material, and cartons of Department of Defense Dependents School (DODDS) office furniture, equipment, computer/equipment, books, and other miscellaneous classroom and educational items in classroom. Line haul movement of aforementioned items to, from, and within Locations in BENELUX (Belgium, The Netherlands and Luxembourg), Germany, Italy, and All Other Countries indicated in Appendix G. (Appendix H). Effective dates of rates will be annually.

(b) Extensions. Negotiations Branch, PPO-E shall only extend tenders to exceed the maximum six (6) months under special emergency situations. No rate tenders shall remain in effect for over eighteen (18) months without re-solicitation.

(3) Additional Provisions. Any offer made in response to these instructions is subject to the provisions of this TOS supplements thereto and reissues thereof. Any offer made in response to these instructions constitutes information proprietary to the offering carrier until acceptance of the offer by the Negotiations Branch, PPO-E.

(4) Submission of Offers.

(a) Documentation requirements. Offering carriers shall submit their rates, in English, by electronic mail (e-mail).

(b) Designated Representatives. Offering carriers shall be responsible for any rates offered by their designated representative.

(c) Electronic Mail (e-mail) Address: <mailto:PPD@eucom.mil>

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(d)Electronic Mail (e-mail). All carriers participating in the e-mail system shall designate an official company address. All offers received from this official company address will constitute a legal binding agreement on the offering carrier. This electronic signature (electronic address) shall substitute for a signature. Offering carriers shall ensure that the designated representatives name and title are listed.

(e)Incomplete Offers.

(I) Discovery prior to Suspense Date. Negotiations Branch, PPD will attempt to return any incomplete offer discovered prior to the required suspense date. However, it is the offering carrier's responsibility to ensure completeness of offer prior to submission.

(II) Discovery after the Suspense Date. Offer shall not be considered and offering carrier shall be notified.

(f)Suspense Date. Offers shall not be considered if they are not physically received in the Negotiations Branch, PPO-E office not later than (NLT) 2400 hours (European Standard Time), on the required suspense date annotated in the solicitation letter. Submitting agencies are required to take into account the transit time when determining the electronic transmission of offers to ensure they do not miss the suspense date.

(5)Rates/Charges.

(a)Household Goods

(I) Rates shall be a single-factor rate submitted based on the net hundredweight (NCWT) in the Euro Currency, **unless otherwise stated.**

(II) Charges. The following constitute the services to be provided:

(i) Packing at origin residence, which will include all articles except wooden boxes and wooden crates, the use of packing containers and materials including protective pads, from origin to destination;

(ii) Loading and unloading;

(iii) Unpacking at destination;

(iv) Actual movement or transportation of property from origin to destination (including ocean transportation);

(v) Removal and placement of each article in the residence, warehouse, or other buildings;

(vi) Disassembly and assembly of furniture;

(vii) Ferry, tunnel, and bridge charges/tolls;

(viii) Rigging, hoisting, or lowering of articles from any buildings with four (4) or less floors; and,

(ix) Customs clearance.

(b) Privately Owned Vehicle (POV)

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(I) Rates shall be a flat rate per vehicle size.

(II) Charges. The following constitutes the services to be provided:

(i) preparation of vehicle;

(ii) pickup at origin;

(iii) actual movement or transportation of vehicle from origin to destination.

(iv) ferry, tunnel, and bridge charges/tolls;

(v) delivery to final destination; and

(vi) customs clearance.

(6) Storage-in-Transit (SIT). All rates, rules and charges for SIT, not included in the rate, i.e., delivery in/out SIT, shall be in accordance with provisions of the current IPPRS, as amended each rate cycle. Note: when the TO orders delivery out of SIT it must be accomplished within five days.

(7) Accessorial and other services. All rates, rules and charges for accessorial and other services, not included in the rate, shall be in accordance with the current IPPRS, with exception of the following line items in Appendix E (Government Furnishings and Equipment).

Item 500: Piano - All types EURO 167 CWT

Item 501: Modular Workstations (Assembly/Disassembly) EURO 106 CWT.

Item 502: Safes - All types EURO 150 CWT

(8) Evaluation and acceptance.

i. Evaluation. The Negotiations Branch, PPO-E shall issue special instructions.

ii. Acceptance. The U.S. Government reserves the right to accept any offer conforming to the requirements of this request without further negotiation, to reject without negotiation any offer not conforming to the requirements of this request, to reject any offer without negotiation for which price is considered unreasonable, or to conduct such negotiations as it deems proper.

3-6. PROCEDURES FOR FILING RATE TENDERS.

A. PREPARATION OF RATE TENDERS.

(1) Facsimile Rate Tenders

(a) Rate tenders must be legibly typed in black ink. Pen-and-ink rate tenders are not permitted.

(b) Failure to comply with this item will be cause for rejection of the tender. However a carrier may be given a one-time opportunity to resubmit

a typed tender. Within the time period specified by the notification letter from the Negotiations Branch, PPO-E failure to do so will preclude the carrier from participation for that rate cycle.

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(2) E-Mail Rate Tenders

(a) Rate tenders must remain in Microsoft Word document format in which received. No alterations to document format will be accepted.

(b) Failure to comply with this item will be cause for rejection of the tender. However, a carrier may be given a one-time opportunity to resubmit the rate tender in the proper document format within the time period specified by the notification letter from the Negotiations Branch, PPO-E. Failure to do so will preclude the carrier from further participation for that rate cycle.

B. SUBMISSION OF RATE TENDERS. Submissions of facsimile (FAX: 49-711-680-5203) and e-mail (<mailto:ppd@eucom.mil>) rate tenders must be received at the Negotiations Branch, PPO-E, by 2400 hours, European Standard Time, on the suspense date established by the solicitation letter.

C. CANCELLATION OF RATE TENDERS. Rate tenders will remain in effect for the specified period of one (1) month until cancelled by the carrier or the Negotiations Branch, PPO-E by submitting a thirty days (30) written notice prior to the desired termination date. Cancellation of a rate tender will preclude a carrier from further participation in the subprogram in which the rate tender was cancelled.

3-7 **ALTERNATION OF RATES.** Both HQ MTMC and the Negotiations Branch, PPO-E solicits Intratheater European rates. As such, cost comparisons between the two solicitations (IPPRS and the MTMC Intratheater Household Goods Solicitation) will be conducted to determine the most cost effective rates for the movement of personal property shipments. However, the nature of the shipment and extenuating circumstances will be considered in the determination of appropriate rate

SECTION 4 - STATEMENT OF WORK

4-1. **PERFORMANCE REQUIREMENTS.** It will be in accordance with Appendix AZ of DoD 4500.9R, Defense Transportation Regulation (DTR), Part IV, Personal Property.

4.2. **REWEIGH.** Prior to the delivery of the shipment, the carrier, upon request of the shipper or his representative, will reweigh the shipment. Reweigh of the shipment must be performed on a scale different from the one on which the original weighing occurred.

SECTION 5 - PERFORMANCE REQUIREMENTS

5-1. **PERFORMANCE OF ORIGIN AND DESTINATION SERVICES.** All origin and destination services shall be performed between 8AM and 5PM on workdays, excluding Saturdays, Sundays, or U.S. National Holidays and Foreign (Host Nation) Holidays, unless mutually agreed upon by the carrier and the owner of the household goods or his designated representative, in writing, and no liability on the part of the U.S. Government will be incurred for overtime labor or any other additional charges. Carrier must, if requested,

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produce a copy of this writing to the Negotiations Branch, PPO-E.

5-2. **ISSUANCE OF AN APPROVAL TO PERFORM SPECIAL SERVICES.** The GBL Issuing Officer shall issue approvals for carriers to perform special services in accordance with paragraph 8-4E.

5-3. **SHIPMENT TRACING.** When the GBL Issuing Officer or PPO-E requests information concerning shipments in transit, carriers will acknowledge and retain a written, electronic transmission (Fax or e-mail) and make a prompt report within 24 hours to the requestor as to the location of the shipment.

5-4. **DELAYS.** When, for any reason, a carrier finds it impossible to meet the scheduled pickup date or the required delivery date, the GBL Issuing Officer, and if practicable, the owner, will be notified. Shipments held by a carrier or its agent for any reason, shall not incur liability on the part of the U.S. Government or the owner for additional charges, unless specific written approval has been obtained from the GBL Issuing Officer.

5-5 **NOTIFICATION OF INBOUND HHG SHIPMENTS.** Carrier agrees to notify the destination CPPSO/TMO/TO upon the arrival of HHG and prior to the delivery to the property owner. Carrier will effect delivery out of SIT as requested by the destination CPPSO/TMO/TO and make delivery within the required five (5) working days after notification or in accordance with the requested delivery date (RDD).

SECTION 6 - INSPECTION

6-1. **INSPECTION OF WAREHOUSES, FACILITIES, AND OPERATIONS.** Inspections will be conducted in accordance with Appendices BB & BC of DoD 4500-9R (DTR), Part IV, Personal Property, by MTMC, TO, or TMO.

SECTION 7 - PAYMENT OF CHARGES

7-1. PAYMENT OF CHARGES

A. **Billing of Charges.** All charges for transportation and related services shall be in accordance with the lowest applicable overall low cost offer and will be billed to the respective finance center shown in the "Bill Charges to" block on the GBL (SF 1203). The carrier's invoice for charges must be supported by the following documents, as applicable. Failure to submit any of the documents shall result in non-payment of the associated charges.

(1) **Invoice.** The carrier shall provide the Original Invoice on letterhead with the following information:

(a) **Carrier Invoice Number.** Limited to 15 alphanumeric characters.

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(b) Serial Number of Transportation Document. A complete serial number and letter prefix of the ordering document.

(c) Tender Number. The eight alphanumeric characters assigned by the carrier for a particular rate tender. This number consists of the 5-digit alpha carrier identifier and 3 numeric characters assigned by this office.

(d) Charges. Charges set forth as indicated on the rate tender.

(e) Carrier's Certificate. The original of each invoice shall be certified in the name of the carrier by a responsible representative thereof, over the official title of his office and signed in his own handwriting in ink; "I certify that the above account is correct and just; that the services have been rendered as stated. That payment therefore has not been received and that the rates charged are not in excess of the lowest rates available to the U.S. Forces, based on tariffs effective at the date of service; and that said rates are exclusive of all taxes or duties exempted by agreement between the origin country and the U.S. Government, and any other tax exemptions applicable to any items covered by the TOS relative to which this invoice is rendered." In the event the original is lost, carrier will submit in lieu of the original, a certified copy, signed by a carrier's representative and the responsible PPGBL issuing office.

(2) Supplemental Invoice. If required, supplemental invoices shall be identified by the use of an alphabetic suffix behind the carrier invoice number (i.e. 34567-C).

(3) Government Bill of Lading (GBL). Original U.S. Government Bill of Lading or certified copy of the original waybill and other U.S. Government approved documentation.

(4) Scale Tickets.

(a) Scale tickets shall be signed by a certified weigh master and indicate gross and tare weights for determining the net weight (original weighing and re-weighing) with proper identification of the shipment thereon and, if applicable, a copy of the written request for re-weighing. Carriers may utilize their own scales or any certified public scales.

(b) Ordering document shall list the number of the weight certificate, owner's name, and truck or trailer license number.

(c) Door-to-Door containers shall be weighed separately from the truck and/or trailer. A weight certificate is required for each container.

(d) Substitution of Containers for Line Haul Moves. Carriers may elect to provide MTMC-approved container(s), at no extra charge to the U.S. Government. Container shall be weighed separately from the truck and/or trailer. A weight certificate is required for each container.

(5) Diversion/Reconsignment. Authorization for diversion or reconsignment will be in accordance with current IPPRS.

(6) Approvals and Authorization for Waiver. Written authorization for waiver of any requirements stated herein and any written approvals for changes, if additional charges are to be assessed as a result of the waiver or

approval;

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(7) DD Form 619. Original "Statement of Accessorial Services Performed" (DD Form 619) when charges are assessed for accessorial services, not including SIT.

(8) DD Form 619-1. Original "Statement of Accessorial Services Performed - SIT Delivery and Reweigh" (DD Form 619-1), when charges are assessed for SIT delivery. Net or gross weight, whichever is applicable, will be noted on the DD Form 619-1.

(9) Copy of DD Form 1299.

(10) Copy of Inventory.

(11) Copy of Members Orders.

Note: All DoD forms may be accessed on the internet at <http://www.mtmc.army.mil/>. From this site you can use the U.S. Army Publishing Agency Link.

B. Household Goods Billing Address. All invoices will be submitted for review and certification by the origin TO or TMO prior to submission to the paying office address:

Chief, DFAS Europe
Vendor Pay Site-Army
Transportation & Subsistence Pay
Kleber Kaserne, Building 3208
67657 Kaiserslautern, Germany

C. Billing of Distances. It will be in accordance with the Defense Table Of Official Distance (DTOD). Intratheater shipments made under this tender are subject to the terms and conditions of the PPGBL, the rules and regulations contained herein and the DTR. Where rates or other services are based on mileage, the distance or mileage computations shall be those provided in the DTOD. Carrier will not render, nor will the U.S. Government pay for, any service not authorized herein.

7-2. CHARGES FOR LOST OR DESTROYED SHIPMENT

A. Total Loss. The carrier shall not collect, or require, a payment of any charges when the shipment is totally lost or destroyed in transit. Notwithstanding any other provisions of this paragraph, the carrier shall collect, and the shipper shall be required to pay, any specific valuation charge that may be due. This paragraph shall not be applicable to the extent that any such loss or destruction is due to the act or omission of the shipper.

B. Partial Loss. In the event that any portion, but less than all, of a shipment of household goods is lost or destroyed in transit, the carrier shall refund that proportion of its charges (including any charges for accessorial or terminal services) corresponding to that portion of the shipment which is lost or destroyed in transit. In order to calculate the charges applicable to

the shipment as delivered, the carrier shall multiply the percentage corresponding to the portion of the shipment delivered by the total charges applicable to the shipment as tendered by the shipper. If the charges computed in the manner set forth above exceed the charges otherwise applicable to the shipment as delivered, the lesser of those charges shall apply. Notwithstanding any other provisions of this paragraph, the carrier shall collect, and the shipper shall be required to pay any specific valuation charge that may be due. The provisions of this paragraph shall not be applicable to the extent that any such loss or destruction is due to the act or omission of the shipper. Carriers shall determine, at their own expense, the proportion of the shipment not lost or destroyed in transit.

7-3. **CHARGES FOR REPACKING PREPACKED ITEMS.** The U.S. Government will bear the costs for the carrier re-packing on any partial withdrawals from storage in accordance with provisions of the IPPRS.

7-4. **OVERCHARGE NOTICES**

A. DFAS Europe shall have the responsibility to question or disapprove that part of payment to a carrier which is found to be unlawful or mathematically incorrect, or which is not accompanied by documentary support establishing an obligation of the U.S. Government.

B. Overcharges Discovered Before Payment. When invoices are audited prior to payment and an overcharge or no documentary support of a charge is included, the finance office shall deduct the amount in question and pay the balance of the invoice. An overcharge notice shall be sent to the carrier explaining the deduction.

C. Overcharges Discovered After Payment. When an audit reveals an overpayment finance office shall send the carrier an overcharge notice. Carrier shall provide a prompt refund for the amount due or finance office shall deduct the amount from the next invoice paid to the carrier.

D. Overcharge Appeal. In the event a carrier is not in agreement with the overcharge notice, a reply, in writing, shall be made promptly explaining the reason for non-acceptance supported by documentary evidence, which will be verified by the responsible GBL issuing office. When additional information and/or explanation are required to support a carrier's invoice, the finance office will contact the originator of the request for such information.

7-5. **OFFSETS.** The Chief, DFAS Europe shall execute offsets submitted by the responsible U.S. Government Claims Officer for any U.S. Government agency against the carrier invoices. Offsets shall be made under authority of applicable DoD Finance and Accounting Regulations and such U.S. Code/U.S. Law provisions relevant to the disbursement of public funds. The Commander, USAFE, Europe shall execute offsets submitted by the responsible claims officers for all U.S. Government agencies against carrier invoices. Offsets shall be made under authority of applicable DoD Finance and Accounting Regulations and such U.S. Code provisions relevant to the disbursement of public funds.

SECTION 8 - STATEMENT OF RESPONSIBILITY & AUTHORITY

8-1. **GBL ISSUING OFFICER RESPONSIBILITIES AND AUTHORITIES.** Responsibilities and authorities of the GBL Issuing Officer will be in accordance with Chapter 401, DoD 4500.9R, DTR, Part IV, Personal Property.

A. Customs Documents. The TO or TMO shall issue all required custom documents for all shipments, except "RETIREMENT" or "SEPARATION" shipments that cross international borders. Retired or separated personnel shall be advised that all customs entry requirements remain a personal matter between the member and the foreign government concerned. The member shall contact the nearest consulate or embassy of the country concerned for pertinent information regarding customs, immigration, and quarantine entry requirements.

B. Border Crossings. GBL Issuing Office shall ensure that the appropriate space marked "25" on the GBL reflects the border locations to be crossed.

C. Filing of Claims.

(1) Claims for Equitable Adjustment for Incomplete or Non-performance of Services. The GBL Issuing Officer is authorized and is responsible for filing claims with the carrier for equitable adjustment of the shipment costs in the event of incomplete or non-performance of services.

(2) Initial Decisions.

(a) Excusable Delay, Refusal, or Failure. If the carrier claims they should be excused when delay, refusal, or failure to provide services is alleged, only the GBL Issuing Officer shall make the decisions as to whether such delay, refusal, or failure is excusable. Causes beyond the control and without the fault or negligence of the carrier include, but are not restricted to, acts of God or the public enemy, strikes, freight embargoes, and unusually severe weather, provided, however, that this provision shall not take effect unless the carrier shall notify the Ordering Officer immediately of the cause of any such delay, refusal, or failure. In such event, the Ordering Office will ascertain the facts and the extent of delay, refusal, or failure and advise the GBL Issuing Officer who shall then decide the whether or not the carrier is excused of the delay, refusal, or failure to complete the services. In the event the GBL Issuing Officer determines that the alleged delay, refusal, or failure is inexcusable, the Ordering Office shall determine whether to terminate the order. The GBL Issuing Officer shall advise the TO or TMO of its decision.

(3) Settlement of Claims. In the event the carrier fails to settle a claim within 30 days of receipt, or an additional 30 days, or fails to settle a claim to the satisfaction of the Federal agency paying the costs of the services furnished pursuant to this TOS, or of the Ordering Office, the GBL Issuing Officer is authorized:

(a) To make initial decisions determining of carrier liability for equitable adjustment for incomplete or non-performance of services; and/or,

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(b) In making decisions determining of carrier liability, the GBL Issuing Officer has the right to interview the carrier, review the carrier's settlement and all supporting schedules and documentation, determine the propriety of that settlement and, when appropriate, direct the carrier to settle in the amount or amounts determined proper by the GBL Issuing Officer.

(3) Effect of Initial Decisions. Unless appealed to the Director, Negotiations Branch, PPO-E, initial decisions of the GBL Issuing Officer shall be final and conclusive upon the carrier.

8-2. CARRIER APPEALS PROCEDURES

A. Handling of Carrier Appeals.

(1) Revocation of Approval. In the event a carrier appeals PPO-E's initial decision to revoke its approval to participate in the Intratheater HHG Program, the Director of PPD shall handle the appeal in accordance with the provisions of Title 41, Code of Federal Regulations (CFR), Part 101-40.408.3/U.S.Law. The carrier has the right to appeal such proposal to the Negotiation Branch, PPO-E, within 30 days of receipt of notification.

(2) Temporary Non-use, Suspension, and Debarment. In the event a carrier appeals the U.S. Government's initial decision to place it in temporary non-use, suspension, or debarment, the U.S. Government shall handle the appeal in accordance with the provisions of Title 41, CFR, Part 101-40.4/U.S.Law. The carrier has the right to appeal such proposal to the Negotiations Branch, PPO-E, within 30 days of receipt of notification.

(3) Corrective Actions. In the event a carrier appeals corrective actions required as a result of an on-site review in accordance with Paragraph 6-1A, the Director of PPO-E shall handle the appeal in accordance with the provisions of Title 41, CFR, Part 101-40.408.3/U.S.Law.

D. Performance Reports. In the event a carrier appeals performance information, the Director of PPO-E shall consider only those items which are factual in nature, and shall inform the carrier of the result of its review within 30 workdays of receiving the carrier's submission or presentation.

E. Dispute Settlement. In the event a carrier disagrees with an initial decision of the GBL Issuing Officer and a satisfactory agreement cannot be reached, the Director of PPO-E is authorized after review of all relevant and necessary information to issue a final decision on the matter in dispute.

F. Review of Records. Until the expiration of three years after final payment under this agreement or of the time periods for the particular records specified in Subpart 4.7 of the Federal Acquisition Regulation (48 CFR 4.7), whichever expires earlier, the Director of PPO-E and any of his duly authorized representatives shall have access to and the right to examine any books, documents, papers, and records to include contracts with other carriers, agents or other contractors involving transactions related to this TOS or compliance with any clauses there under. The carrier shall furnish, upon request, copies of all documents/records deemed necessary by the Negotiations Branch, PPO-E or his representative. The carrier shall furnish copies of such records at no cost to the U.S. Government.

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G. This contract (TOS) shall be construed and interpreted in accordance with the substantive laws of the United States of America. By the execution of this contract (TOS), the Contractor (Carrier) expressly agrees to waive any rights to invoke the jurisdiction of local nation courts where this contract is performed and agrees to accept the exclusive jurisdiction of the Defense Office of Hearings and Appeals (DOHA) and the United States Court of Federal Claims for hearing and determination of any and all disputes that may arise under the Disputes clause of this contract (TOS).

H. In any dispute arising out of this tender of service, the decision of which requires consideration of question of law, the rights and obligations of the parties shall be interpreted in accordance with the substantive laws of the United States.

I. Statute of limitation as defined in 28 USC 2415(a)/U.S. Law [incorporated by reference].

J. The statutory authority for pursuing carrier recovery against third parties is the Federal Claims Collection Act, 31 USC 3711-3720E/U.S.Law.

K. Emergency offset can be executed in accordance with CFR 102 (b) (5) if failure to do so would substantially prejudice the Government's ability to collect the debt.

8-3. INTRATHEATER QUALITY PROGRAM

A. Nonuse/Suspension.

(1) The Negotiations Branch, PPO-E or the respective CPPSO/TMO/TO office is authorized to place a carrier in a temporary non-use status for a minimum of 30 days or until compliance of corrective actions.

(2) Suspension Durations.

(a) First-time suspension is a minimum of 30 days or until compliance of corrective actions. A suspension shall be considered a first-time suspension when a period of 180 days has elapsed since the end of the last suspension.

(b) Second-time suspension within a six (6) month period is a minimum of forty-five (45) days or until compliance of corrective actions.

(c) Third-time suspension within six (6) month period is a minimum of sixty (60) days or until compliance of corrective actions.

(3) Consecutive Suspension. A carrier receiving a new suspension while already under suspension shall serve the suspensions concurrently.

B. Carrier Review Board. The Negotiations Branch, PPO-E is authorized to convene a Carrier Review Board based on three suspensions within a six (6) month period or at the request of the responsible transportation office. The Board may impose, but is not limited to, the following possible disciplinary actions:

(1) Disqualification theater-wide for one to three years,

(2) Disqualification for a specific servicing location for one to three years,

(3) Probationary period not to exceed eighteen months, and/or

(4) Suspension for one to three years.

8-4. **CARRIER RESPONSIBILITIES**

A. General. The carrier responsibilities specified below are in addition to all other requirements of this TOS.

B. Complaint and Inquiry Handling. Each carrier engaged in the transportation of household goods subject to the provisions of this TOS shall establish and maintain a procedure for receiving and responding to complaints and inquiries from the GBL Issuing Officer and the owner of the household goods or his/her representative. The procedure shall include a means whereby the GBL Issuing Officer and the owner or his/her representative are aware of the telephone number by which they can communicate with the principal office of the carrier. The carrier shall retain and make part of the file relating to a shipment a written record of all complaints received in writing or by telephone from the GBL Issuing Officer and the owner or his/her representative...

C. Document Preparation and Annotation. To the extent applicable and not otherwise specifically provided herein, the carrier is responsible for properly preparing and annotating the shipping, billing, and claims settlement documents.

D. Document Distribution. The carrier is responsible for distributing the shipping documents as follows:

(1) Retained by the carrier: Original GBL (SF 1203), copy of estimate, copy of inventory, originals of DD Form 619 and 619-1, and original weight and reweigh tickets.

(2) Furnished to owner or designated representative: Original estimate and original inventory.

(3) Furnished to GBL Issuing Office: Copies of estimate, inventory, DD Forms 619 and 619-1, and weigh and reweigh tickets.

(4) Provided within 10 workdays of move to the GBL Issuing Office:

(a) DD Form 619-1. A legible copy of DD Form 619-1, if SIT or reweigh services are performed en route or at destination.

(b) Reweigh Tickets. A legible copy of the certified reweigh ticket prepared by a certified weigh master on a certified scale, if requested by the GBL Issuing Officer. The carrier will provide the GBL Issuing Officer, no later than 14 workdays after receipt of shipment or GBL, whichever is later, the following documents:

(1) One memorandum copy of the GBL (Standard Form 1103a). On containerized shipments, the carrier will indicate on the GBL the total number of containers and the gross cube of the shipment.

(2) Statement of Accessorial Services Performed (DD Form 619). One signed copy of the Statement of Accessorial Services Performed (DD Form 619 or comparable commercial form) itemizing the accessorial services performed at origin;

(3) Inventory. One legibly signed copy of the Household Goods Descriptive Inventory; and

(4) Weight tickets. One legible copy of the weight tickets prepared by a certified weigh master or on a certified scale. If a shipment is to be delivered prior to the submission of these documents, the GBL Issuing Officer will be advised of the weight of the shipment by telephone, or other appropriate means, prior to delivery, unless an exception to this requirement is granted.

E. Requests for Approval to Perform Special Service. Because of the incompatibility of a TOS requirement with the circumstances prevailing on a given shipment, a carrier may request from the GBL Issuing Officer at any time but prior to performance approval to provide a special service. If requested verbally, the request must be confirmed in writing.

F. Holding HHG Shipments (Lien). Carriers agree to abide by the procedures set forth in Item 325 of the IPPRS. Any carrier, agent, freight forwarders or contractor that detains or impounds U.S. Government shipments will be subject to immediate disqualification by the Director, PPO-E.

G. Prepayment of Charges. Carrier shall in no way demand prepayment of charges nor make any collection of charges at the time of delivery.

H. Equipment. Equipment shall be in good operating condition and the interior of vans, trailers, and containers shall be clean and contain a sufficient quantity of clean pads, covers, and other protective equipment to ensure safe transit of the household goods.

I. Facilities. The carrier and its agents must maintain equipment, facilities, operations, and personnel adequate and capable of performing the services required by this TOS and ordered by the TO or TMO.

J. Maintenance of Records.

(1) Records Maintenance. The carrier shall maintain for each shipment handled pursuant to this TOS copies of the invoice and all supporting documents. The carrier shall also maintain all relevant notes, worksheets, and other documents necessary for reconstructing or understanding the shipment and its handling.

(2) Microfilming Records. The carrier may use microfilm (e.g., film chips, jackets, aperture cards, micro-prints, roll film, and microfiche) or electronic means for recording keeping, subject to such limitations as are determined by the Negotiations Branch, PPO-E.

(3) Filing and retrieval. The carrier shall:

(a) Maintain an effective indexing system to permit timely and convenient access by the U.S. Government to the records.

(b) Have adequate viewing equipment, if microfilmed or stored electronically, and provide printouts of the approximate size of the original material.

(4) Quality control.

(a) The microfilm when displayed on a microfilm reader (viewer) or reproduced on paper must exhibit a high degree of legibility.

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(b) The quality of the carrier's record microfilming or electronic storage processes is subject to periodic review by the Program Manager or authorized representative.

K. Employees. Labor employed by the carrier shall be qualified and competent in the performance or required services. Carrier personnel who perform services at the owner's residence shall be neat, courteous and must be able to write and speak English to the people with whom they deal or are in contact. Carrier personnel reported by the GBL Issuing Officer or the owner as being under the influence of alcohol or drugs, using abusive language, or engaging in abusive conduct will be immediately replaced by the carrier or its agents on the job by qualified personnel or the carrier may be placed in a period of non-use by the GBL Issuing Officer or by the Negotiations Branch.

L. Household Goods Agents.

(1) Responsibility for Acts or Omissions. Each carrier providing transportation of household goods subject to the provisions of the TOS shall be responsible for all acts or omissions of any of its agents which relate to the performance of household goods transportation services (including accessorial or terminal services) and which are within the actual or apparent authority of the agent from the carrier or which are ratified by the carrier.

(2) Responsibility for Diligence and Reasonable Care. Each carrier providing transportation of household goods subject to the provisions of the TOS shall use due diligence and reasonable care in selecting and maintaining agents who are sufficiently knowledgeable, fit, willing, and able to provide adequate household goods transportation services (including accessorial and terminal services) and to fulfill the obligations imposed upon them by this TOS and by such carrier.

M. Routing of Shipments. A carrier is responsible for routing all shipments via usually traversed routes between origin and destination. Moving shipment in accordance with date of pickup as reflected on the PPGBL and shall not transship when satisfactory direct service is available, unless a carrier has requested approval of indirect routing or transshipment to a particular destination and a waiver is granted by the GBL Issuing Officer. (See Paragraph 7-1 for payment of charges.)

N. Use of Alternate Carriers.

(1) Definitions.

(a) Principal Carrier. Principal carrier, as used in this paragraph, means the carrier, motor common carrier or freight forwarder, named on the GBL, including its employees and contract (other than trip lease) drivers, if applicable, and those holding primary agency agreements in accordance with 49 CFR 1056.14(a)(1) in the course of which and in the normal course of their business hold themselves out as representing the principal carrier.

(b) Alternate Carrier. Alternate carrier, as used in this paragraph means a person acting individually or as an established business furnishing origin, line haul, or destination services for a specific shipment other than the principal carrier. It includes carriers operating in conjunction with the principal carrier on the basis of interline or trip lease

arrangements.

(2) Motor Carrier.

(a) Responsibility. The principal carrier is responsible for and shall perform origin, line haul, and destination services from point of origin to final destination. In any event, the principle carrier is responsible for performance of all required services.

(b) Use of Alternate Carrier. Unless specifically approved by the GBL Issuing Officer, the principal carrier may not use, transfer, surrender, interline, or otherwise relinquish possession of the property to an alternate carrier. If the GBL Issuing Officer approves such action, the alternate carrier must be an approved participant in the MTMC Intratheater Household Goods Traffic Management Program.

(c) Responsibility of Alternate Carrier. The alternate carrier must perform the assigned services to the same extent as the principal carrier and is subject to all provisions of this TOS relating to that performance as though the alternate carrier were the principal carrier.

(d) Notice to GBL Issuing Officer. The principal carrier must notify the GBL Issuing Officer, in writing, prior to performance of services the name of all alternate carriers being used for the performance of origin, line haul, and destination services.

(3) Freight Forwarder.

(a) Responsibility. The principal carrier is responsible for the performance of origin, line haul, and destination services from point of origin to final destination and shall satisfy all required services.

(b) Use of Alternate Carrier. The principal carrier may not use a motor carrier for the performance of line haul services that is not an approved participant in the MTMC Intratheater Household Goods Traffic Management Program.

(c) Notice to GBL Issuing Officer. The principal carrier must notify the GBL Issuing Officer, in writing, prior to performance of services the name of all alternate carriers being used for the performance of origin, line haul, and destination services.

O. Volume. This TOS and its subsequent personal property programs DO NOT obligate the U.S. Government to utilize the services of any specific carrier to any extent whatsoever nor does it constitute a representation that the U.S. Government shall use the services of the carrier in connection with any volume of personal property shipments. Any information furnished the carrier by the U.S. Government representatives as to past volume or estimated volume shall not be construed as a commitment of any kind. The U.S. Government shall use the lowest cost carrier to the maximum extent possible provided that carrier provides an acceptable level of service.

(b) P. Ordering Officials. Only Government Transportation Officers or Transportation Agents charged with the responsibility of moving personal property for the U.S. Government are authorized to issue Personal Property U.S. Government Bills of Lading (PPGBL or GBL) under this TOS or its subsequent subprograms.

SECTION 9 - REPORTING REQUIREMENTS

9-1. UNUSUAL INCIDENTS

A. Content of report. In the event of incidents of major significance which produce substantial loss, damage, or delay, such as strikes, embargoes, fires, and similar incidents, the carrier must submit the following information on each shipment involved to the GBL Issuing Officer:

- (1) Type of incident;
- (2) Location of incident;
- (3) Date and time of incident;
- (4) Last name, first name, and middle initial of any employee; Involved in the incident
- (5) GBL number and date issued;
- (6) GBL Issuing Officer;
- (7) Origin;
- (8) Destination;
- (9) Date shipment received by carrier;
- (10) Required delivery date;
- (11) Estimated amount of loss and extent of damage;
- (12) Current status of shipment, including new estimated time of arrival (ETA); and,
- (13) Location of shipment, if applicable.

B. After-action Report. The carrier will furnish the GBL Issuing Officer an after-action report, which provides a final assessment of the loss, or damage incurred, the delays encountered, and the final disposition of the household goods.

9-2. NOTIFICATION OF SIT LOCATION. For shipments requiring SIT, the carrier shall notify the GBL Issuing Officer, in writing, facsimile, or similar electronic means, the name, address, and telephone number of the warehouse in which the shipment has been placed, and shall make and keep a record of such notification. If a change in warehouse location is effected during the SIT period, the GBL Issuing Officer and the owner must be notified of the change in location and the new telephone number immediately.

SECTION 10 - CARRIER LIABILITY

10-1. CARRIER LIABILITY

A. Levels of Service and Released Value.

(1) Levels of Service. Carriers providing Intratheater transportation services pursuant to the provisions of this TOS shall offer two levels of service (Depreciated and Full Value) for each shipment.

(a) Depreciated Value Service. Depreciated value service is defined as transportation services (including accessorial and terminal services) furnished by a carrier for which the carrier assumes liability for loss and/or damage not to exceed the depreciated value of the items transported.

(b) Full Value Service. Full value service is defined as transportation services (including accessorial and terminal services) furnished by a carrier for which the carrier assumes liability for loss and/or damage not to exceed the full replacement value of the items transported.

(2) Released Value.

(a) Depreciated Value Service. The released value of shipments handled under Depreciated Value Service will be a value not exceeding \$1.25 times the actual weight of each shipment in pounds.

(b) Full Value Service. The released value of shipments handled under Full Value Service will be a value not exceeding \$3.50 times the actual weight of each shipment in pounds.

B. Increase in Basic Released Value. Should the owner elect a released value higher than the basic released value, the carrier will agree to the increase in the released value on a separate contract. The owner will pay for increased value.

C. Liability. Carrier agrees to accept and pay liability for loss and damage in connection with U.S. Government personal property shipments at a rate of \$1.25 times the net weight (in pounds) of shipment, including items of extraordinary value or equivalent in Euro currency

D. Extent of Liability. The carrier shall be liable to the owner for loss and/or damage to owner's effects in an amount not to exceed the released valuation for any articles over which the carrier has control or custody. Custody on the part of the carrier shall be considered to begin at the time performance of service commences and shall continue until services are completed.

E. Exceptions. The carrier shall not be liable for any loss or damage to household goods or personal effects caused by earthquake, war, civil disturbance, acts of God, or similar casualty arising without fault or negligence on its part; however, the burden of proof shall be on the carrier to show that the loss or damage was so caused by the excepted conditions which relieve it of liability.

F. Definitions of Liability. Except when loss and/or damage arises out of causes beyond the control and without the fault or negligence of the carrier, the carrier shall be liable to the owner for the loss of and/or

damage to any article:

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(1) Origin, Transportation, Destination. Packed, picked up, loaded, transported, delivered, unloaded, or unpacked;

(2) SIT. Stored in transit; or

(3) Third-party Servicing. Serviced (appliances, etc.) by a third person hired by the carrier to perform the servicing.

G. Reporting Losses. The carrier shall be liable for loss and/or damage discovered by the owner within 75 consecutive days after delivery if the owner notifies the carrier, in writing, of the loss and/or damage within 75 consecutive days from the date of delivery.

H. Missing Articles. If the missing articles listed on the inventory are not found within thirty (30) calendar days, they shall be presumed lost by the carrier and payment to the owner will be made without dispute upon the filing of a claim.

10-2 REPORTING AND FILING OF CLAIM. The carrier must furnish to the owner or his authorized representative a copy of DD Form 1840/1840R upon the delivery of the personal property, and notification of any loss or damage at the time of delivery by use of DD Form 1840 (Joint Statement of Loss or Damage). The carrier and the owner or his authorized representative will complete Section B and sign DD Form 1840 at the time of delivery. The carrier will furnish to the owner or his authorized representative all reasonable and necessary assistance in the completion of DD Form 1840 and filing a claim, when requested.

A. Notification for Loss of and/or Damage to Personal Property. The owner of the property or his authorized representative must forward claims for loss of and/or damage to personal property shipped pursuant to this TOS to the Claims Office within the notice period of 70 days. The Claims Office has five (5) days to dispatch DD Form 1840 or DD Form 1840R to the carrier.

B. Claims for Damage to Personal Property. Claims for loss and/or damage to personal property belonging to the owner at the time of shipment or subsequent thereto, must be filed with the carrier by the Claims Office on behalf owner of the property or his designated representative.

C. Claims for Injury. The owner shall file claims for physical injury with the carrier.

D. Inconvenience Claims. The owner, or his designated representative may file inconvenience Claims, or by the Federal agency paying the cost of the services provided pursuant to this TOS. If the owner is required to retain temporary quarters due to the carrier's failure to pickup or deliver the household goods shipment in accordance with the instructions provided by the GBL Issuing Officer, the carrier shall be liable for the inconvenience and extra expense caused thereby to the owner and to the U.S. Government. (See DOD 4500.9R (DTR), Part IV, Paragraph 410C for filing an inconvenience claim.)

10-3. **MINIMUM FILING REQUIREMENTS.** A communication, in writing, from a claimant filed with carrier and (1) containing facts sufficient to identify the shipment (or shipments) of property involved; (2) asserting liability for alleged loss, damage, injury, or delay; and (3) making claim for the payment of a specified or determinable amount of money will be considered as

sufficient compliance with the provisions for filing claims embraced in the bill of lading or other contract of carriage.

10-4. **DOCUMENTS NOT CONSTITUTING CLAIMS.** Bad order reports, appraisal reports of damage, notations of shortage or damage, or both, on freight bills, delivery receipts, or other documents, or inspection reports issued by the carrier or their inspection agencies, whether the extent of the loss or damage is indicated in dollars and cents or otherwise, will, standing alone, not be considered as sufficient to comply with the minimum claim filing requirements specified above.

10-5. **SUPPORTING DOCUMENTS**

A. General. When necessary as part of an investigation, each claim must be supported for each article, by a statement of the nature and extent of such damage, the basis for the amount claimed (i.e., date article purchased, original cost, amount of depreciation, actual cash value at time of loss or damage, or the full replacement value in those cases where shipments are released to full replacement value).

B. Identical Inventory Exception Coding. In the event items are listed on the inventory with identical, or substantially identical, exception coding, the exception coding shall be construed as void and such items shall be construed as inventoried without exception.

10-6. **VERIFICATION OF LOSS**

A. Claim. When an asserted claim for loss of an entire package or an entire shipment cannot be otherwise authenticated upon investigation, the carrier will obtain from the claimant of the shipment involved a certified statement, in writing, that the property for which the claim is filed has not been received from any other source.

B. Inventory Correctness. When there is an asserted claim for loss of an article not specified in the inventory, the carrier must bear the burden of establishing that the inventory was a complete listing of all items in the shipment and that the carrier did not receive the article.

10-7. **SATISFACTION OF CLAIM FOR LOSS OR DAMAGE.** The carrier shall satisfy a claim by repairing or replacing the property lost or damaged to the extent of carrier liability with materials of like kind, quality, and condition at time of acceptance by the carrier. Repair and/or replacement will also be construed to include payment in cash. Depreciation, when applicable, shall be in accordance with the Army Regulation (AR) 27-20. In the event that estimates of repair costs are obtained by the employee, either on his/her own or at the request of the carrier, the estimator's cost to furnish such estimates shall be reimbursable to the employee; provided, however, that if the terms of the estimate provide that the cost of the estimate will be deducted from the cost of repairs when repairs are completed. The carrier's liability will not exceed the cost of repairs.

SECTION 11 - MISCELLANEOUS AGREEMENT PROVISIONS

11-1. WARRANTY OF SERVICES

A. Definitions.

(1) Acceptance. Acceptance, as used in this paragraph, means the act of an authorized representative of the U.S. Government by which the U.S. Government assumes for itself or approves specific services, as partial or complete performance of the TOS.

(2) Correction. Correction, as used in this clause, means the elimination of a defect.

B. Warranty. Notwithstanding inspection and acceptance by the U.S. Government or any provision concerning the conclusiveness thereof, the carrier warrants that all services performed under this TOS will, at the time of acceptance, be free from defects in workmanship and conform to the requirements of this TOS. The GBL Issuing Officer shall give written notice of any defect or nonconformance to the carrier within 45 days from the date of acceptance by the U.S. Government. This notice shall state either (1) that the carrier shall correct or re-perform any defective or nonconforming services or (2) that the U.S. Government does not require correction or re-performance.

C. Correction and Re-performance. If the carrier is required to correct or re-perform, it shall be at no cost to the U.S. Government, and any services corrected or re-performed by the carrier shall be subject to this clause or if the carrier refuses to correct or re-perform, the GBL Issuing Officer may correct or replace with similar services and charge to the carrier the cost occasioned to the U.S. Government thereby, or make an equitable adjustment in the price for services rendered.

D. No Correction and Re-performance. If the U.S. Government does not require correction or re-performance, the GBL Issuing Officer shall make an equitable adjustment in the price for services rendered.

11-2. WEIGHT OF SHIPMENTS

A. Net Weight. Carriers will bill for the net weight of a household goods shipment described on the GBL. Net weight will consist of actual goods (including a separate weight for designated profession, books, papers, and equipment (PBP&E) plus wood boxes when approved by the GBL Issuing Office), crates, cartons, barrels, fiber drums, linen wardrobes, books, bedding, mattresses, lampshades, draperies, glassware, chinaware, bric-a-brac, table lamp bases, kitchenware, and other fragile articles and the necessary wrapping, packing, and filler material incident thereto. Nothing else will be included in the net weight.

B. Determining Net Weight. In determining the net weight **of household goods transported in carrier equipment such as exchangeable containers or closed motor vehicles, the tare weight will include** all padding material, e.g., paper pads, cloth blankets, or any wrapping material used as a substitute for cloth blankets, and blocking and bracing material used for the carrier's convenience to protect and secure a shipment. **The net weight of**

household goods (HHG)

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transported in HHG containers/lift van will be the difference between the tare weight of the empty container and the gross weight of the packed container.

C. Gross Weight. Payment for shipments tendered under Appendix E (Movement of U.S. Government-Owned Furniture, Furnishings, Equipment, and Miscellaneous Items) (GFE), Appendix F (Movement of DPM Personal Property Shipments), and Appendix H (Movement of DODDS Office Furniture, Equipment, i.e.), shall be based on gross weight (cwt).

D. Regulations. Carriers will determine the weight of each shipment in the manner prescribed by DoD 4500-9R (DTR), Part IV, Personal Property. When other regulations conflict with the DTR, the Negotiations Branch, PPO-E will determine the applicable regulation to apply.

E. Constructive Weight. The application of constructive weight will be applied only upon written approval of the GBL Issuing Officer or performed only when it is cost effective for the U.S. Government not to require actual weight certificate (i.e., moves within same buildings, between buildings at the same installation). If approved, constructive weight charged against the service member's weight allowance shall be determined by the cubic measurement of seven (7) pounds per cubic foot for all shipments. When PBP&E are included as part of the shipment, the weight of such articles will be annotated separately on the GBL. Carriers are not authorized to calculate constructive weights.

F. Platform Scales. Carriers may use platform scales to obtain tare and gross weight of containerized shipments.

11-3. **DIVERSION OR RECONSIGNMENT.** Diversion or re-consignment of a shipment to a destination area other than that specified on the GBL can only be authorized by written order or oral notice followed by written order to the GBL Issuing Officer. Any mileage payments for diversion or re-consignment will be in accordance with DTOD.

11-4. **ADVERTISING OF CARRIER APPROVAL.** The carrier agrees not to refer to the MTMC approval to participate in the Program, in commercial advertising in such a manner as to state or imply that the services provided are endorsed or preferred by the U.S. Government or are considered by the U.S. Government to be superior to other services.

SECTION 12 - CERTIFICATION STATEMENT

INTRODUCTION:

The following page contains the standard document required prior to the filing of rate offers. Instructions for the completion of these documents is contained in Section 3, and in the special instructions sent to each carrier at the beginning of a filing cycle. Carriers are cautioned not to use these documents to submit their offers, but rather to determine their rate offers for each of the Seven (7) separate subprograms.

CARRIER CERTIFICATION STATEMENT

Carrier certification of eligibility for the award of contracts for transportation.

A. Applicable definitions:

(1) A subsidiary is a business entity whose management decisions are influenced by the carrier through legal or equitable ownership of a controlling interest in the firm's stock, assets, or otherwise.

(2) A principal owner is an individual or company that owns a controlling interest in the carrier's stock, or an individual who can control, or substantially influence, the carrier's management, through the ownership interest of family members or close associates.

(3) A principal employee is a person(s) acting in a managerial or supervisory capacity (including consultants and business advisors) who is able to direct, or substantially influence, the carrier's performance of its obligations under its contracts for transportation with the U.S. Government.

B. Certification by submitting this rate tender, I certify that:

(1) Neither I, my agents or contractors used to perform the services agreed to in this TOS, nor any of its subsidiaries, officers, directors, principal owners, or principal employees is currently suspended, debarred, or in receipt of a notice of proposed debarment from any United States Federal agency as a result of a civil judgment or criminal conviction or for any cause from MTMC, or has been placed in temporary nonuse status by MTMC for the programs covered by this tender as of the date that this rate tender is offered.

(2) I am not a corporation, partnership, sole proprietorship or any other business entity which has been formed or organized following the suspension or debarment of a subsidiary, officer, director, principal owner, or principal employee thereof (or from such an entity formed after receipt of a notice of proposed debarment).

(3) I am not in a common control relationship with any other carrier participating in the MTMC Intratheater Household Goods Traffic Management Program. If I am in common control with another carrier, I will provide name of the company(ies) as an attachment to this certification statement.

C. I understand that I have a continuing obligation to inform the Negotiations Branch, PPO-E to which this rate tender is submitted of any change in circumstances that results in its ineligibility for the receipt of contracts for transportation.

D. I understand that an erroneous certification of eligibility or failure to notify the Negotiations Branch, PPO-E receiving this tender of a change in eligibility, may result in a recommendation for administrative action against the carrier. Additionally, false statements to an agency of the U.S. Government are subject to criminal prosecution pursuant to 18 U.S.C 1001/U.S. Law, as well as possible civil penalties.

COMPANY NAME

SIGNATURE OF AUTHORIZED OFFICIAL

DATE

PRINTED NAME AND TITLE OF SIGNING OFFICIAL

CARRIER CONTACT:

NAME: _____

TITLE: _____

ADDRESS: _____

CITY/STATE: _____

TELEPHONE NO: _____

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CONTAINERIZED HHG TENDER
RATE IN EURO CURRENCY PER NCWT FOR COMPLETE SERVICE (PICK-UP, DELIVERY AND TRANSPORT)

COMPANY	TENDER #	FROM	TO	Rate/NCWT EURO
		Austria	Azerbaijan	
			Bahrain	
			Belarus	
			Belgium	
			Bosnia	
			Bosnia-Herzegovina	
			Bulgaria	
			Cairo	
			Croatia	
			Cyprus	
			Czech Republic	
			Denmark	
			England	
			Estonia	
			Finland	
			France	
			Germany	
			Greece	
			Greece "The Islands"	
			Greece (GR29) Crete	
			Hungary	
			Ireland	
			Israel	
			IT-North (North of Rome)	
			IT-South (South of Rome)	
			Kazakhstan	
			Kuwait	
			Kyrgyzstan	
			Latvia	
			Lithuania	
			Luxembourg	
			Mallorca	
			Malta	
			Menorca	
			Moldova	
			Monaco	
			Netherlands	
			Norway	
			Poland	

Change 2
Apr 1, 2002

CONTAINERIZED HHG TENDER
RATE IN EURO CURRENCY PER NCWT FOR COMPLETE SERVICE (PICK-UP, DELIVERY AND
TRANSPORT)

[illegible]

CONTAINERIZED HHG TENDER
RATE PER NCWT FOR COMPLETE SERVICE (PICK-UP, DELIVERY AND TRANSPORTATION)

II STORAGE CHARGES

- a. SIT per 30-day period in Euro Currency-IAW the current IPPRS
- b. Warehouse handling in Euro Currency-IAW the current IPPRS

III REWEIGH

Reweight charges will be paid under conditions contained in Item 505A in Euro Currency IAW the current IPPRS.

IV USE OF GOVERNMENT OWNED CONTAINER (GOC) CHARGE.

Reduction for use of GOC will be billed under conditions contained in Item 514 in Euro Currency, IAW the current IPPRS.

V RECONSIGNMENT.

See Item 514A for specific guidance and instructions as indicated in the current IPPRS.

VI EXTRA PICK-UP OR DELIVERY.

See Item 509 of the current IPPRS.

VII REFUSAL OF UNPACKING CHARGE.

See Item 522 of the current IPPRS.

VIII ADDITIONAL SERVICES.

Additional services not included in the tender, but required for satisfactory completion of services ordered under this tender, shall be provided at a rate not in excess of the rate for like services as contained in applicable current IPPRS, or in the absence of current IPPRS, the applicable tariff in effect at time of order. Additional service will be certified on the carrier's invoice.

Change 2
Apr 1, 2002

50KMs or MORE HHG TENDER
RATE IN EURO CURRENCY PER NCWT FOR COMPLETE SERVICE (PICK-UP, DELIVERY AND TRANSPORTATION)

COMPANY	TENDER #	FROM	TO	Rate/NCWT EURO
		Austria	Austria	
			Azerbaijan	
			Bahrain	
			Belarus	
			Belgium	
			Bosnia	
			Bosnia-Herzegovina	
			Bulgaria	
			Cairo	
			Croatia	
			Cyprus	
			Czech Republic	
			Denmark	
			England	
			Estonia	
			Finland	
			France	
			Germany	
			Greece	
			Greece "The Islands"	
			Greece (GR29) Crete	
			Hungary	
			Ireland	
			Israel	
			IT-North (North of Rome)	
			IT-South (South of Rome)	
			Kazakhstan	
			Kuwait	
			Kyrgyzstan	
			Latvia	
			Lithuania	
			Luxembourg	
			Mallorca	
			Malta	
			Menorca	
			Moldova	
			Monaco	
			Netherlands	
			Norway	
			Poland	
			Portugal (Mainland)	

50KM's or MORE HHG TENDER
RATE IN EURO CURRENCY PER NCWT FOR COMPLETE SERVICE (PICK-UP, DELIVERY AND TRANSPORTATION)

Effective Date Apr. 1, 2003

50KMs or MORE HHG TENDER
RATE IN EURO CURRENCY PER NCWT FOR COMPLETE SERVICE (PICK-UP, DELIVERY AND
TRANSPORTATION)

1. Storage-in Transit (SIT) and Warehouse Handling Charges will be in accordance with the current IPPRS.

2. Additional Services. Additional services not included in the tender, but required for satisfactory completion of services ordered under this tender, shall be provided at a rate not in excess of the rate for like services as contained in applicable current IPPRS, or in The absence of current IPPRS, the applicable tariff in effect at time of order. Additional service will be certified on the carrier's invoice.

50KMs or MORE HHG TENDER

LIST OF OWNED OR LEASED VEHICLES

Truck/Trailer Description Of Vehicles	Registered Weight (KG) Of vehicle (Gross Weight)	Operational * (KG) Weight Of Vehicle	Loading (KG) Meter Capacity	Cubic Weight Capacity	License Number
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					

*Operational weight = truck weighed with 80% capacity of gas in the tank and all extra equipment, i.e., tools, dollies, pads, chains and other carrier owned equipment normally on the truck. This does not include the weight of the packing material.

Change 2
Apr 1, 2002

50KMs or LESS HHG TENDER
RATE IN EURO CURRENCY PER NCWT FOR COMPLETE SERVICE (PICK-UP, DELIVERY AND
TRANSPORTATION)

COMPANY	TENDER #	FROM	TO	Rate/NCWT EURO
		Austria	Austria	
		Azerbaijan	Azerbaijan	
		Bahrain	Bahrain	
		Belarus	Belarus	
		Belgium	Belgium	
		Bosnia	Bosnia	
		Bosnia-Herzegovina	Bosnia-Herzegovina	
		Bulgaria	Bulgaria	
		Cairo	Cairo	
		Croatia	Croatia	
		Cyprus	Cyprus	
		Czech Republic	Czech Republic	
		Denmark	Denmark	
		England	England	
		Estonia	Estonia	
		Finland	Finland	
		France	France	
		Germany	Germany	
		Greece	Greece	
		Greece "The Islands"	Greece "The Islands"	
		Greece (GR29) Crete	Greece (GR29) Crete	
		Hungary	Hungary	
		Ireland	Ireland	
		Israel	Israel	
		IT-North (North of Rome)	IT-North (North of Rome)	
		IT-South (South of Rome)	IT-South (South of Rome)	
		Kazakhstan	Kazakhstan	
		Kuwait	Kuwait	
		Kyrgyzstan	Kyrgyzstan	
		Latvia	Latvia	
		Lithuania	Lithuania	
		Luxembourg	Luxembourg	
		Mallorca	Mallorca	
		Malta	Malta	
		Menorca	Menorca	
		Moldova	Moldova	
		Monaco	Monaco	
		Netherlands	Netherlands	
		Norway	Norway	
		Poland	Poland	

50KMs or LESS HHG TENDER
RATE IN EURO CURRENCY PER NCWT FOR COMPLETE SERVICE (PICK-UP, DELIVERY AND TRANSPORTATION)

[illegible]

50KMs or LESS HHG TENDER
RATE IN EURO CURRENCY PER NCWT FOR COMPLETE SERVICE (PICK-UP, DELIVERY AND
TRANSPORTATION)

1. Storage-in Transit (SIT) and Warehouse Handling Charges will be in accordance with the current IPPRS.

2. Additional Services. Additional services not included in the tender, but required for satisfactory completion of services ordered under this tender, shall be provided at a rate not in excess of the rate for like services as contained in applicable current IPPRS, or in The absence of current IPPRS, the applicable tariff in effect at time of order. Additional service will be certified on the carrier's invoice.

50KMs or LESS HHG TENDERLIST OF OWNED OR LEASED VEHICLES

Truck/Trailer Description Of Vehicles	Registered Weight (KG) of vehicle (Gross Weight)	Operational * (KG) Weight Of Vehicle	Loading (KG) Meter Capacity	Cubic Weight Capacity	License Number
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					

*Operational weight = truck weighed with 80% capacity of gas in the tank and all extra equipment, i.e., tools, dollies, pads, chains and other carrier owned equipment normally on the truck. This does not include the weight of the packing material.

Change 2
Apr 1, 2002

**PRIVATELY OWNED VEHICLES (POVs)
RATE IN EURO CURRENCY FOR COMPLETE SERVICE**

FROM *	TO *	1 POV	2 POVs	3 POVs	4-8 POVs (TL)	COMPANY	TENDER #
Azerbaijan	Belgium						
Azerbaijan	England						
Azerbaijan	Germany						
Azerbaijan	IT-North (North of Rome)						
Azerbaijan	IT-South (South of Rome)						
Azerbaijan	Netherlands						
Azerbaijan	Spain						
Azerbaijan	Turkey						
Belarus	Belgium						
Belarus	England						
Belarus	Germany						
Belarus	IT-North (North of Rome)						
Belarus	IT-South (South of Rome)						
Belarus	Netherlands						
Belarus	Spain						
Belarus	Turkey						
Bosnia	Belgium						
Bosnia	England						
Bosnia	Germany						
Bosnia	IT-North (North of Rome)						
Bosnia	IT-South (South of Rome)						
Bosnia	Netherlands						
Bosnia	Spain						
Bosnia	Turkey						
Bosnia-Herzegovina	Belgium						
Bosnia-Herzegovina	England						
Bosnia-Herzegovina	Germany						
Bosnia-Herzegovina	IT-North (North of Rome)						
Bosnia-Herzegovina	IT-South (South of Rome)						
Bosnia-Herzegovina	Netherlands						
Bosnia-Herzegovina	Spain						
Bosnia-Herzegovina	Turkey						

***The origin to destination flat rate is for movement between the origin countries and the Vehicle Processing Centers (VPC's) in Belgium, England, Germany (for deployed soldier's POVs storage only), Italy (North of Rome), Italy (South of Rome), The Netherlands, Spain, and Turkey. The exact format spreadsheet will be provided via email with the destinations according to the timeline in the solicitation letter.**

**MOVEMENT OF GOVERNMENT OWNED FURNITURE, FURNISHINGS,
EQUIPMENT AND MISCELLANEOUS ITEMS
RATE IN EURO CURRENCY/PER CWT**

Appendix (E) Government Furnishings, Equipment Miscellaneous Comparative Rates *							
COMPANY	Tender #	Regin	Within Installation	0-25 KMs	26-50 KMs	51-75 KMs	Over 76 KMs
		Bad Wuerttenburg					
		Bayern					
		Hessen					
		Rheinland Pfalz					

For Heavy Objects (ie. Safes, Piano, Modular Workstations) see Para 3-5 A (7).

EXAMPLE

Change 2
Apr 1, 2002

**MOVEMENT OF DIRECT PROCUREMENT METHOD (DPM) PERSONAL PROPERTY SHIPMENTS TO, FROM, AND
WITHIN LOCATIONS IN BENELUX (BELGIUM THE NETHERLANDS AND LUXEMBOURG) ***

			0- 100 Km	101- 200 Km	201- 300 Km	301- 400 Km	401- 500 Km	501- 600 Km	601- 700 KM	701- 800 Km	801- 900 Km	901- 1000 Km	1001- 1100 Km	1101- 1200 Km
	COMPANY	TENDER#												
Less Than Truckload EURO Rate per CWT/KM														
Truckload FLAT RATE														

* Additional Services shall be provided at the rate shown in the current IPPRS See Appendix A-3
EXACT FORMATTED SPREADSHEET WILL BE PROVIDED VIA EMAIL

EXAMPLE

Change 2
Apr 1, 2002

**MOVEMENT OF DIRECT PROCUREMENT METHOD (DPM) PERSONAL PROPERTY SHIPMENTS TO, FROM, AND
WITHIN LOCATIONS IN GERMANY ***

EURO Rate per CWT/KM	COMPANY	TENDER#	0-100 Km	101- 200 Km	201- 300 Km	301- 400 Km	401- 500 Km	501- 600 Km	601- 700 KM	701- 800 Km	801- 900 Km	901- 1000 Km	1001- 1100 Km	1101- 1200 Km
Less Than Truckload EURO Rate per CWT/KM														
Truckload FLAT RATE														

* Additional Services shall be provided at the rate shown in the current IPPRS See Appendix A-3

EXACT FORMATTED SPREADSHEET WILL BE PROVIDED VIA EMAIL

EXAMPLE

Change 3
Apr 1, 2003

**MOVEMENT OF DIRECT PROCUREMENT METHOD (DPM) PERSONAL PROPERTY SHIPMENTS TO, FROM, AND
WITHIN LOCATIONS IN ITALY ***

EURO Rate per CWT/KM	COMPANY	TENDER#	0- 100 Km	101- 200 Km	201- 300 Km	301- 400 Km	401- 500 Km	501- 600 Km	601- 700 KM	701- 800 Km	801- 900 Km	901- 1000 Km	1001- 1100 Km	1101- 1200 Km
Less Than Truckload EURO Rate per CWT/KM														
Truckload FLAT RATE														

* Additional Services shall be provided at the rate shown in the current IPPRS See Appendix A-3
EXACT FORMATTED SPREADSHEET WILL BE PROVIDED VIA EMAIL

EXAMPLE

Change 3
Apr 1, 2003

**MOVEMENT OF DIRECT PROCUREMENT METHOD (DPM) PERSONAL PROPERTY SHIPMENTS TO, FROM, AND
WITHIN LOCATIONS IN ALL OTHER COUNTRIES IN THE MTMC/EUCOM AREA OF OPERATIONS (AOR) AS
SHOWN IN APPENDIX G ***

EURO Rate per CWT/KM	COMPANY	TENDER#	0 - 100 Km	101- 200 Km	201- 300 Km	301- 400 Km	401- 500 Km	501- 600 Km	601- 700 KM	701- 800 Km	801- 900 Km	901 - 1000 Km	1001- 1100 Km	1101- 1200 Km	1201- over Km
Less Than Truckload EURO Rate per CWT/KM															
Truckload FLAT RATE															

* Additional Services shall be provided at the rate shown in the current IPPRS See Appendix A-3
EXACT FORMATTED SPREADSHEET WILL BE PROVIDED VIA EMAIL

**Movement of Dpartment of Defense Dependant School (DODDS) FROM, AND WITHIN
LOCATIONS IN BENELUX (BELGIUM THE NETHERLANDS AND LUXEMBOURG)***

The area of responsibility (AOR) of the United States European Command covers more than 13 million square miles and includes 91 countries and territories. This territory extends from the North Cape of Norway, through the waters of the Baltic and Mediterranean seas, most of Europe, parts of the Middle East, to the Cape of Good Hope in South Africa.

Africa

- | | | |
|------------------------------------|-----------------|-------------------------|
| • Algeria | • Gabon | • Rwanda |
| • Angola | • The Gambia | • Sao Tome and Principe |
| • Benin | • Ghana | • Senegal |
| • Botswana | • Guinea | • Sierra Leone |
| • Burkina Faso | • Guinea-Bissau | • South Africa |
| • Burundi | • Lesotho | • Swaziland |
| • Cameroon | • Liberia | • Tanzania |
| • Cape Verde | • Libya | • Togo |
| • Central African Republic | • Malawi | • Tunisia |
| • Chad | • Mali | • Uganda |
| • Congo | • Mauritania | • Zambia |
| • Cote D'Ivoire | • Morocco | • Zimbabwe |
| • Democratic Republic of the Congo | • Mozambique | |
| • Equatorial Guinea | • Namibia | |
| | • Niger | |
| | • Nigeria | |

Middle East

- | | | |
|----------|-----------|---------|
| • Israel | • Lebanon | • Syria |
|----------|-----------|---------|

Europe

- | | | |
|-----------|------------|---------------|
| • Albania | • Georgia | • Netherlands |
| • Andorra | • Germany | • Norway |
| • Armenia | • Greece | • Poland |
| • Austria | • Holy See | • Portugal |

**Movement of Dpartment of Defense Dependant School (DODDS) FROM, AND WITHIN
LOCATIONS IN BENELUX (BELGIUM THE NETHERLANDS AND LUXEMBOURG)***

- | | | |
|--------------------------|--|-------------------------|
| • Azerbaijan | • Hungary | • Romania |
| • Belarus | • Ireland | • San Marino |
| • Belgium | • Italy | • Serbia and Montenegro |
| • Bosnia and Herzegovina | • Latvia | o Kosovo |
| • Bulgaria | • Liechtenstein | • Slovakia |
| • Croatia | • Lithuania | • Slovenia |
| • Cyprus | • Luxembourg | • Spain |
| • Czech Republic | • Macedonia, Former Yugoslav Republic of | • Sweden |
| • Denmark | • Malta | • Switzerland |
| • Estonia | • Moldova | • Turkey |
| • Finland | • Monaco | • Ukraine |
| • France | | • United Kingdom |

EXAMPLE

Change 3
Apr 1, 2003

Movement of Department of Defense Dependant School (DODDS) Office Furniture, Equipment, Computer/Equipment, Books, and other Miscellaneous Classroom and Educational Items to from and within Locations in Benelux (Belgium, The Netherlands and Luxemburg) and all other Countries indicated in Appendix G

EURO Rate per CWT/KM	COMPANY	TENDER#	0 - 100 Km	101- 200 Km	201- 300 Km	301- 400 Km	401- 500 Km	501- 600 Km	601- 700 KM	701- 800 Km	801- 900 Km	901 - 1000 Km	1001- 1100 Km	1101- 1200 Km	1201- over Km

* Additional Services shall be provided at the rate shown in the current IPPRS
EXACT FORMATTED SPREADSHEET WILL BE PROVIDED VIA EMAIL